

## CLARIDGE POINTE HOMEOWNERS ASSOCIATION BOARD OF DIRECTORS MEETING JULY 21, 2020

### **CALL TO ORDER, WELCOME AND INTRODUCTIONS, ROLL CALL, DETERMINATION OF QUORUM**

The meeting of the Claridge Pointe Homeowners Association Board of Directors was called to order at 5:35PM. by H. Tolles. The meeting was held via Zoom. A quorum was established with four (4) out of five (5) of the Board Members present.

Board Members Present:	Harry Tolles Carol Passow Lorraine Lee Sue Durst	President/Treasurer Vice-President Secretary Director
Board Members Absent:	Brent West	Director
Others Present:	Alicia Fadrowsky CMCA, AMS Debora Costa, CMCA, AMS	Community Manager, Associa Sierra North President, Associa Sierra North
Homeowners Present:	None	

### **HOMEOWNER COMMENTS**

None

### **MINUTES**

#### **Approval of June 3, 2020 Board Meeting Minutes**

Minutes from the June 3, 2020 Meeting were reviewed.

**MOTION: H. Tolles moved to approve the June 3, 2020 minutes as presented. S. Durst seconded the motion. Motion carried unanimously.**

### **FINANCIAL REPORTS**

#### **a) Current Un-Audited Financial Statements**

Management provided the Board with the financial statements through May 2020. Current year-to-date schedule of revenues and expenses for the operating and reserve account, compared to the budget; current reconciliation of the operating and reserve accounts; and latest account statements prepared by the financial institutions in which the accounts are maintained. H. Tolles read out the cash balances of both accounts as of 5/30/2020.

**MOTION: H. Tolles moved to acknowledge the board has fulfilled their fiduciary duty to review the unaudited financials for May 2020 as required by NRS 116.31083. S. Durst seconded the motion. Motion carried unanimously.**

#### **b) Review FY 2021 Reserve Study Update**

H. Tolles emailed the board the 2021 Reserve Study Financial Update prior to the meeting for review. H. Tolles explained that he is proposing to transfer \$11,000 in excess cash from the operating account to the reserve account in December to eliminate an increase in assessments for the 2021 reserve assessments while still being able to make the prescribed reserve transfer of \$70,560 for the year or \$5880 per month. The savings is written in a statement on page 2 of the reserve study update.

**MOTION: S. Durst moved to approve the 2021 Draft Reserve Study Update. L. Lee seconded the motion. Motion carried unanimously.**

#### **c) Review FY 2021 Draft Operating Budget**

H. Tolles emailed the board the 2021 Draft Operating Budget prior to the meeting for review. H. Tolles explained there is a comparison of the 2020 budget to the proposed 2021 budget with the estimated percentage increase or decrease in the right-hand column. H. Tolles went through the operating account line items to show that there is a small increase which results in a \$3.00 increase in assessments, therefore assessments would increase from \$104 to \$107 to fund the operating budget.

**MOTION: H. Tolles moved to approve the proposed 2021 operating budget which would increase the assessments \$3.00 a month per house for a total assessment of \$107. L. Lee seconded the motion. Motion carried unanimously.**

### **MANAGEMENT REPORT**

A. Fadrowky reported that violation tours have started up again, H. Tolles and she did the first tour on June 30<sup>th</sup>. She also reported that Claridge Pointe had the sewer cleaning done and the wrought iron gate painting done which H. Tolles will elaborate on later in the meeting.

### **ASSOCIATION BUSINESS**

#### **a) Job's Peak Demand for Payment for Unauthorized Work**

H. Tolles sent photos of the golf course from this year to compare to other years prior to the meeting so the board could see that there is a noticeable difference in weeds. Job's Peak was hired to spray the firebreaks but instead sprayed the golf course. H. Tolles pointed out that if Job's Peak sued the association they would probably win, however they would have to hire Gayle's office to defend them and that would probably cost more than the \$1,000.00 Job's Peak is requesting the association pay for time and materials.

**MOTION: H. Tolles motioned to pay the \$1,000.00 to Job's Peak in exchange for a written agreement stating they would not fulfill the original signed contract for the firebreaks. L. Lee seconded the motion. Motion carried unanimously.**

#### **b) Bollard Bids at South Claridge Keypad Entrance**

Management explained that we have one bid from Thole and that the earliest Artistic Fence could come out was July 28<sup>th</sup>. Item was tabled until the Artistic Fence bid is received and discussed at the next meeting.

#### **c) Milne Updated Contract**

A. Fadrowsky explained that Milne has updated all of their contracts with a revised agreement. The cover letter for the agreement explains that they are not going to charge associations for towing anymore like they had been doing. A. Fadrowsky recommended that the board specify who they wanted to have authorization to tow and that the association not authorize random tours of the complex due to extremely limited parking and the necessity for work vehicles to park in the fire lanes. H. Tolles recommended that B. West be authorized for the north side and H. Tolles be authorized for the south side.

**MOTION: H. Tolles motioned to approve the agreement with Milne with the limitations that only B. West, H. Tolles or A. Fadrowsky be authorized to tow and that there will be no random rides through the community. L. Lee seconded the motion. Motion carried unanimously.**

#### **d) Invoice Approval for Tax Payment**

H. Tolles explained to the board that a \$125 check was cut to be sent with the extension in early April. He further stated he just signed the returns for the association. A. Fadrowsky informed the board that they will be refunded \$43.00 of the prepayment.

**MOTION: H. Tolles motioned to approve the payment to the government. S. Durst seconded the motion. Motion carried unanimously.**

#### **e) Wrought Iron Gate Painting – Status**

H. Tolles reported that Palafox was great, he worked with them for four days and they did a beautiful job, very professional. The wrought iron is good for another five years.

#### **f) Sewer & Storm Drain Hydro Flush – Status**

H. Tolles reported that he met with Kevin from Jet Plumbing who walked him around and explained the cleaning to him. There were two blockages, one on the north side and one on the south side that Jet Plumbing was able to repair without any additional costs to the association. The cleaning has left the sewers good for another five years.

#### **g) 2020-2021 Management Contract**

H. Tolles stated that he had read through the contract and was bothered by section 10, agent's employees. H. Tolles read section 10 to the board, then summarized it with an example. L. Lee stated she does not want to approve the contract with that clause. C. Passow agreed. D. Costa explained that in this business it is not uncommon for former employees to poach clients, in fact she had a specific employee just recently try to do it with two clients in last two months and they were successful with one and close with the second. She continued that she would be willing to work with the board to come up with something reasonable but that she has to protect the business as well. L. Lee asked if Associa had a non-compete agreement in place. D. Costa said yes, however in the state of Nevada laws have changed that make it nearly impossible to enforce non-competes. L. Lee stated that this should be

an internal issue, not one the association is liable for. H. Tolles stated that he would be happy to accept the contract with the exclusion of section 10 but he can't accept the liability for his association to come up with sixteen-grand if they were to leave Associa. S. Durst stated that she just feels like it's the employee's responsibility with their employer. D. Costa reiterated that unfortunately they are unable to do that and that she is a little uncomfortable with removing the section in its entirety but that she's open to coming up with a modified version of the section. L. Lee suggested specifying the manager immediately prior to now. H. Tolles stated he would make the motion to approve the contract with the exclusion of section 10 so that Associa knows the board wants to work with them, then if Associa would like to propose at the next meeting an inclusion or codicil the board can discuss it then, however he would like D. Costa to know that he would like to continue this relationship. D. Costa is in agreement that she would like to continue the relationship as well, she will also consider excluding the section altogether but was not prepared to do so at that moment, however she is very willing to work with the board on a solution to their concerns. H. Tolles stated that he's well aware of poaching in the community management industry and has heard horror stories, however as long as he's alive and on the board they will not participate in such dirty tricks. D. Costa appreciates that.

**MOTION: H. Tolles motioned to approve the contract with the exclusion of section 10. L. Lee seconded the motion. Motion carried unanimously.**

#### **HOMEOWNER COMMENTS**

L. Lee had a question from her husband, due to the recent fire scare do we want to reconsider having a wood fence around the property? H. Tolles clarified that the pickets are actually not wood but a resin composite. Her second question was in regards to the post office and letters not being delivered. The postal worker at the North Hills Blvd post office explained that there had been an incident that was being investigate. H. Tolles said that the North Hills post office has always had a problem and informed A. Fadrowsky to be aware that if someone says they didn't receive something there's probably a 90% chance that they're telling the truth.

#### **ADJOURNMENT**

There being no further business, H. Tolles moved to adjourn the meeting at 6:37 PM. C. Passow seconded the motion; which carried unanimously.

Respectfully Submitted by:

Approved by:

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Alicia Fadrowsky, CMCA, AMS  
Community Association Manager  
Associa Sierra North

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Board Member  
Claridge Pointe Homeowners Association